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## USU Faculty Senate Executive Committee Meeting Minutes, November 20, 2006

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**USU FACULTY SENATE EXECUTIVE COMMITTEE  
MEETING MINUTES  
November 20, 2006, 3:00 p.m.  
Champ Hall Conference Room**

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**Present:** John Kras; Doug Ramsey; Brian Atwater; Daren Cornforth; Ed Heath; Pat Lambert; Gary Merkley; Adrie Roberts; Will Popendorf; Sydney Peterson (for President Albrecht); Michelle Larson (for Provost Coward); Byron Burnham (for Brent Miller); Flora Shroede (for Janet Alm); Robert Schmidt (for Steven Burr); Andi McCabe.

**Guest Presenters:** Gary Kiger; Larry Smith; Craig Peterson; Richard Mueller; Christine Hult; Kim Sullivan; Britt Fagerheim.

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John Kras called the meeting to order at 3:00 p.m.

**Approval of Minutes of October 23, 2006 Meeting**

Doug Ramsey motioned to approve the October 23, 2006 minutes. Robert Schmidt seconded the motion. Motion carried unanimously.

**Announcements (John Kras)**

1. On behalf of the Committee on Committees, John Kras announced the addition of committee appointments to fill vacancies. The list was not provided prior to the meeting, but a copy will be provided for senate approval at the December 4 Faculty Senate meeting.
2. The President's announcement concerning energy conservation will be brought to the attention of the faculty senators at the December 4 meeting.
3. There is a doctoral student at Vanderbilt University doing research on American colleges and university presidencies and how faculty senates conduct those. If anybody is interested, John Kras has the survey.
4. A reminder to all committee members that if you are going to be absent and send a representative in your place, please contact Andi and let her know who that representative is.

**University Business (Sydney Peterson)**

Commencement is December 16<sup>th</sup>. If faculty does not have cap and gown, there is one more day to pick up – Thursday Dec 7 from 9-4. We will assemble in the field house at 9:30; processional will start at 10:00; and the ceremony at 10:30. It should last about an hour and a half. The grad students and undergrads will be combined for the December ceremony. PhDs will be hooded on the platform by the major professors and Masters students will be hooded on the floor. Undergrads will just process across the stage. The one change made this year is that the dinner the night before has been eliminated. However, there will be a celebration after commencement – a light lunch for all graduates, faculty, and staff. Tickets are required for a headcount, although it is free.

**Information Items**

1. ADVANCE AAUP Report – Christine Hult and Kim Sullivan

The AAUP Faculty Gender Indicators report came out last month. ADVANCE would like the faculty to start a conversation about these issues, as the indicators show we are not doing well at all. They would like to propose that a formal committee be formed to maintain this faculty information and to provide solutions. Any ideas suggestions can be e-mailed to Christine or Kim. They will prepare a report and recommendation to the President and the Provost. The full AAUP report can be viewed on the Faculty Senate home page at [http://www.usu.edu/fsenate/FS/USU\\_AAUP\\_2006\\_Gender\\_Equity\\_Indicators2.pdf](http://www.usu.edu/fsenate/FS/USU_AAUP_2006_Gender_Equity_Indicators2.pdf)

Doug Ramsey motioned to move this report to the Faculty Senate agenda as an Information Item on December 4. Pat Lambert seconded the motion; motion carried unanimously.

2. Cultural Activities Council Report – Gary Kiger

The Council has three broad responsibilities: 1) to operate as a clearinghouse for artistic and cultural activities on campus; 2) to envision the new “land-grant mission” for USU, taking arts and cultural programming to the people in the community; and 3) to work closely with the community and ASUSU, making artistic and cultural programming available to our students. They are working on some diversity issues in terms of cultural programming, to work more with international and multi-cultural groups on campus to expand some of the offerings.

Pat Lambert motioned to move this item to the Faculty Senate agenda as a Consent item on December 4. Adrie Roberts seconded the motion; motion carried unanimously.

3. EPC Business – Richard Mueller

There were no questions concerning the submitted report, although Richard Mueller asked to charge PRPC to look at Item #7 – confirming membership representation, college numbers wording, and new language acknowledging the change of “Extension” to “Regional Campuses and Distance Education”.

Byron Burnham motioned to move this report to the Faculty Senate agenda as a Consent Item on December 4 with direction to charge PRPC to review Item #7. Pat Lambert seconded the motion; motion carried unanimously.

4. USU Mission, Goals and Objectives – Craig Peterson

Craig provided a brief history on what is now our strategic planning guide. Through accreditation, goals must be established by the campus community that drive our actions. These actions must be documented and our planning process must be described. The current committee has been charged to reevaluate our ten goals developed in early 2000 and to develop specific and measurable objectives for them, develop indicators as to whether or not the goals were being achieved, and to put together a process for achieving those objectives. This resulted in a revision of the university’s mission statement, creation of a vision statement; identification of some core values; and the creation of seven new goals.

Ultimately, the intent is to have the Provost have a meeting in each of the colleges where faculty will have an option to give input, and then to take it to the Board of Trustees.

Robert Schmidt motioned to move this report to the Faculty Senate agenda as an Information item on December 4. Doug Ramsey seconded the motion; motion carried unanimously.

### **Key Issues and Action Items**

1. Parking Advisory Committee Report

This report will be presented to the FSEC in January to be part of the February Faculty Senate meeting.

2. PRPC Business – Britt Fagerheim

Attachment #1: Deans’ Tenure and Promotion Committee Code. Most recent revision of code pertaining to the formation of tenure and promotion committees by deans. Ed Heath motioned to accept attachment #1- Deans’ Tenure and Promotion Committees (405.7) as a Consent Agenda item for the Senate. Pat Lambert seconded the motion; motion carried with one abstention.

Attachment #2: Current Ombudspersons Code. PRPC has brought this item forward and does not need executive committee approval. Attachment #2 will be included under New Business for PRPC at the December 4 Faculty Senate meeting.

Attachment #3: College Numbers. PRPC has brought this item forward and does not need executive committee approval. Attachment #3 will be included under Consent Agenda for PRPC at the December 4 Faculty Senate meeting.

Doug Ramsey motioned that Attachment #3. Robert Schmidt seconded the motion; the motion carried.

Attachment #4: Supervisors on Tenure and Promotion Advisory Committees. Pat Lambert motioned to accept attachment #4 (405.6.2) as a Consent item for the Senate. Will Popendorf seconded the motion; motion carried.

Attachment #5: Faculty as Supervisors. The term 'Department Head' or 'Supervisor' needs to be defined in code as part of Attachment #4. No action taken.

Attachment #6: Faculty Forum and Faculty Forum Executive Committee. As stated in the code, the Faculty Forum Executive Committee should put together the Faculty Forum agenda. It appeared that the agenda was put together by the Faculty Senate Executive Committee. The two committees are the same with the exception of the President, the Provost and the President appointee. When the agenda was set for the Faculty Forum, none of those were present in the meeting. Procedurally, the minutes should reflect that there was a closing of one committee meeting and the start of the next one. Another concern was that most of the agenda was involving administrators, although they were requested by the Faculty Forum Executive Committee. Attachment #6 will be included under New Business at the December 4 Faculty Senate Meeting.

#### **Faculty Code Language for Lecturer Promotion – Larry Smith**

When it comes to 'Lecturers', there is question as to whether or not the faculty code requires that a person have a terminal degree to move to the next level. What has been determined is that there are two different references made as to how lecturers can be promoted. The first is in 405.10.1(2) and the second in 405.10.2. This item will become a recommendation to the Senate under New Business to charge PRPC with reviewing these two codes and clarify the requirements for promotion.

#### **New Business**

Committee on Committees Report will be included under New Business on December 4.

#### **Adjournment**

Gary Merkley motioned to adjourn the meeting; Byron Burnham seconded the motion and it was carried. The meeting was adjourned at 4:30 p.m.

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Minutes Submitted by: Andi McCabe, Faculty Senate Assistant, 797-1166